

Welcome to Frederick Community College. The Room is set up with SMART BOARD Technology to enhance your presentations. Your computer presentations such as PowerPoint will run and be projected on the Smart Board screen through an LCD ceiling mounted projector. Your Laptop, DVD/ VHS Video and Document Camera can also be viewed through the system. Music can be played through the Computer or DVD player.



The Smart Board also acts as the viewing screen for the projector. Software is installed on the computer to make the board/screen interactive with the computer. “PENS” and an “ERASER” are provided in the tray under the SMART BOARD. Use these to navigate and “WRITE” on the computer image on the Board. Training is provided by Mr. Alberto Ramirez and staff. Please contact his office for training schedules.



The Extron Controller is the “BRAIN” of the system. The 2 **display** buttons turn the projector on and off. The **volume** button controls all volume of all components hooked to the system. The 4 **buttons** on the right control which piece of equipment which will be shown on the screen. **PC1**- Desktop Computer, **PC2**- Laptop, **Aux Video**-Still Cameras and Video cameras and **DVD/VHS** – DVD and VHS player



The teaching station also has a **Document Camera**. The **power switch** is on the right side. The “**SOURCE**” switch allows you to switch between **The Doc Camera and the Computer on screen**. The camera has controls for focus, zooming etc. Each teaching station has a wireless keyboard to allow you to move around the classroom and still control the computer.



Inside the teaching station you will find the **Power Supply** which needs to stay **“ON”**, the **DVD/VHS** player and the **Computer**. The computer also has a DVD player. If you have difficulty playing certain types of DVDs try the computer. The front panel has an access point for a **LAPTOP** connection. Once the laptop cable is hooked up press the **“FN”** key and the **“F”** key with the LCD type icon at the same time. This will switch laptop to screen, press **“PC 2”** on Extron wall plate by teaching station to see image on Smart Board.



The teaching station contains a combination DVD and VHS Video Player. A remote control is available in the teaching station to access the controls for the DVD player not available on the front of the machine. **Please keep in mind that VHS tape is a 25 year old technology and older tapes do wear out and will not play.** If in doubt try the tape before you go to class to see if it is still viable.



The computer in the room has an auto-log feature. You don't need a name and password to proceed. Faculty can log in using their own name and password to access files saved to their network drives by right clicking on the **“RED N”**, bottom right bar by the clock on screen. **Be sure to LOG OUT** when you are through your class session. You can access your FCC GroupWise e-mail account: <https://webmail.frederick.edu>



If you still need assistance, Help Desk Support is available:
Monday through Thursday 8 am to 8 pm
Friday 8 am to 4 pm and
Saturday 8 am to 2 pm,
From an internal **RED** phone call ext. 3333
From a cell phone or off campus call
301-846-2400 #3333#

